

Proposed Contract Amendment, Never  
Executed

\$33,365

PERCENTAGE OF WORK COMPLETE AND TASK DOLLARS REMAINING

Task	Percent Complete/Comments	Budget Remaining thru Inv. 23	Budget Carried Forward to BDC
1. Project Initiation	Complete	\$0	\$0
2. Mission, Goals, and Objectives	Several draft versions submitted by TRA. None accepted by J. Rodwell. Airport completed work on this task and generated Opportunities and Constraints Technical paper. Consider task complete - have paid 100 % of budget to TRA as of 1/97	\$0	\$0
3. Coordination	Per notes above, total task budget is \$99,563. (\$10,000 will be withheld to finish work on demand capacity issues. Where the Airport is waiting for final products, \$4,677 is temporarily retained to cover \$2,382 in the Inventory task, \$1,425 for work in Terminal Building Improvements, and \$870 for unspecified work in Final Documentation.	\$0	\$0
4. Communication	Through Invoice 23, Airport accepts this task is 44% complete. Airport will not process Gering invoice for \$5,963 without further documentation. Airport paid \$5,951 for Gering work on Invoice 10, so this may be a double billing. Carry-forward amount will be adjusted when acceptable documentation is received.	\$22,240	\$22,240
5. Inventory	This task is not complete. The Airport does not have a record of receiving the three sets of color aerial photos and mylar reproductions, as referenced in the scope. Also, TRA has not yet finalized the inventory report. Airport accepts this task is 95 % complete, which would leave \$2,382 of budget. Task was fully paid out as of Invoice 8, when maps and drawings were listed as being delivered. Task will be 100% complete when the deliverables above are received.	\$0	\$2,382
6. Lease Framework Study	This task is not complete. Airport does not have draft lease goals and policies as called for in the scope. These are to be developed as part of the final financial	\$1,564	\$1,564

plan, as referenced in the alternatives analysis paper. Airport accepts that this task is 98.5% complete. Dollars remaining need to be applied to the work remaining, in combination with funding in Task 17.

7. Economic Linkages	100% Complete, although \$4,002 has not been billed to date.	\$4,002	\$0
8. Noise Analysis	This task is not complete. Per notes above, \$101,334 in total to be paid to TRA/subconsultants for this task, which would be 97% complete, upon approval of Invoice 24 and upon receipt of Wyle's final acceptance report on the noise monitoring system. The remaining \$3,000 remains with the contract to be forwarded to BDC.	\$22,894	\$3,000
9. Market / Forecasts	Not complete until Airport or BDC receives FAA correspondence from 11/96 re: acceptance of forecasts and confirmation that TRA has submitted forecasts properly (i.e., that constrained forecasts did not need to be submitted by now.) Cannot pay on charge for \$7,500 Plog invoice until TRA confirms no portion of it has been paid previously by King County, since invoice references "Previous Amount Paid".	\$7,500	\$0
10. Land Use/Economic Development	Not complete until the GIS database is finalized and delivered to the Airport. Airport accepts as of Invoice 18 that work is 96% complete.	\$1,608	\$0
11. New Strategic Directions	This task is not complete. This task should have culminated in a recommended development plan, but that work was not performed by TRA. Airport did the majority of the work in finalizing the Findings Paper by writing the Opportunities, Needs, and Constraints paper. Airport accepts that this task is 88% complete as of Invoice 21. Remainder of budget remains with contract and is forwarded to BDC to be applied to Recommended Development Plan.	\$2,510	\$2,510
12. Demand/Capacity	This work is not complete. TRA's design standards summary is incorrect in stating that the airport meets all design standards. (Demand/Capacity Technical Paper, p. 10-18). The airport's non-standard safety area configuration, especially for Runway 31L, poses significant issues with FAA which KCIA and BDC will have to address prior to submittal of the ALP. Task budget was fully paid out as of Invoice 18, when TRA stated they had completed work on the demand/capacity technical paper. Airport accepts this task is 67% complete, withholding \$10,000 from	\$0	\$10,000

they need a cc of this

Paid 100% but safety area not correct; \$ from coord. w/ held in trust

Coordination payments to cover remaining work.			
13. Alternatives Evaluation	Airport accepts that as of Invoice 22, this task was 44% complete. Airport significantly contributed to finalizing this product, especially in financial and environmental sections. Upon review and approval of Invoice 24, which should contain the remaining consultant billings for work on this task, Airport will accept that TRA and subconsultants provided up to 90% of complete product by September report deadline and will pay up to 90% of total budget to TRA/subconsultants. Budget remainder (\$5,567) would be carried forward with the contract.	\$24,219	\$5,567
14. Refine Preferred Plan	All activity in this task is carried forward to BDC.	\$20,680	\$20,680
15. Airport Layout Plan	Although TRA billings are for 26% of the task budget, the Airport does not accept that 26% of this work has been completed. BDC estimates they have received 7% of total work product. Scope calls for at least 14 sheets in the ALP. TRA has provided a partially complete (50%) ALP sheet, the most complicated of the 14. However, much base mapping work for this sheet was done as part of the inventory and alternatives development tasks. Also, TRA's billings don't factor in the work remaining to develop the ALP chapter or the value of the final products, or that 30% of this task was budgeted for work yet to be done by Gambrell Urban. If TRA has completed more work as part of the ALP task than the 7% indicated, the work products have not been provided to date. The Airport accepts that 7% of this task will be billed through TRA. The remainder carries forward in the contract for BDC.	\$28,644	\$28,644
16. Environmental Analysis	Airport accepts that as of receiving the Alternatives Analysis chapter (through Invoice 24), the plan's environmental analysis was 75% complete, which leaves a remainder of \$12,410 to be carried forward. As of Invoice 20, \$32,271 had been billed. The input to the alternatives evaluation required significant Airport review and editing. Environmental chapter product will require further review and editing. The <u>SEPA checklist remains to be completed.</u> The budget remainder of \$12,028 will be carried forward with the contract to be administered under BDC.	\$17,369	\$12,028
17. Financial Plan	Airport accepts that as of Invoice 23, work is 27% complete. Upon review and acceptance of Invoice 24,	\$22,651	\$12,593

	Airport will accept that as much as 60% may be complete, leaving a minimum remainder of \$12,593 to be carried forward. CIP plan and plan of finance, including lease policies and alternate revenue strategies, KCIA financial practices and financial assessment still to be done. Budget remainder is carried forward to BDC.		
18. Terminal Building Improvements	<del>Airport cannot confirm that six copies of program findings and six copies of signage proposal documents have been delivered, per work scope.</del> When confirmed, this task is complete. If not, 10% of total task budget \$1,425, will be withheld from Coordination payments until task is complete. This task was fully paid out as of Invoice 5, when all products were listed as being delivered.	\$0	\$1,425
19. Final Documentation	TRA needs to confirm what work or products were undertaken for billings in Invoices 12 and 13 and provide that work to BDC so that it can be used in final documentation efforts. Without that, Airport cannot confirm that any work has been performed in this task and will withhold \$870 from Coordination.	\$12,390	\$13,260
Reimbursables	Airport accepts that as of Invoice 23, 56% remains in this budget. Upon review and approval of any items in Invoice 24, the carry-forward budget will be adjusted.	\$8,886	\$8,886
		\$197,180.00	\$144,779.00

#### INVOICE AMOUNTS APPROVED FOR PAYMENT

The Airport has processed the following amounts on the invoices presented for payment to date. These invoices cover work from February 1 through June 30. The first invoice was presented for payment on June 24 for work done in February. I have spent a great deal of time trying to confirm product satisfaction on work performed quite some time before. The following amounts were moved forward in agreement with the budget and percentage complete amounts listed above; in some cases, the amount to be paid represented adjustments made to retain the amounts shown above and which may not match what was billed.

##### On Invoice 19, the following items were approved for payment:

- Task 8 - \$5,205
- Task 13 - \$2,709 – partial payment/to Kato & Warren and TRA
- Task 16 - \$5,795 – partial payment/to Kato & Warren
- Expenses: \$50
- **Total: \$13,759**

Payment is not approved for:

- Task 3 - \$4,831 so that past-due items in Coordination on Invoice 22 can be paid

- Task 9 - \$7,500 until it is confirmed that no portion of the Plog invoice has been paid previously by the Airport:
- Task 10 - \$376 until product is delivered
- Task 13 - \$49 which is not supported by an invoice or back-up
- Task 16 - \$659 which is not supported by an invoice or back-up
- **Total: \$13,415**

**On Invoice 20, the following items are approved for payment::**

- Task 6 - \$17,000
- Task 7 - \$1,546 – partial payment/to Gambrell Urban
- Task 8 - \$2,279
- Expenses: \$77
- **Total: \$20,902**

Payment is not approved for:

- Task 3 - \$2,675 so that past-due items in Coordination on Invoice 22 can be paid
- Task 7 - \$142 since coordination for this task was budgeted in Task 3
- Task 17 - \$142 since coordination for this task was budgeted in Task 3
- **Total: \$2,959**

**On Invoice 21, the following items are approved for payment::**

- Task 8 - \$291
- Task 13 - \$2,175
- Task 16 - \$6,000
- Expenses: \$183
- **Total: \$8,649.**

Payment is not approved for:

- Task 3 - \$1,132 so that past-due items in Coordination on Invoice 22 can be paid

**On Invoice 22, the following items are approved for payment::**

- Task 3 - \$24,882 – partial payment on billing/to TRA
- Task 6 - \$9,857
- Task 7 - \$4,740
- Task 9 - \$2,570
- Task 13 - \$649
- Task 15 - \$1,833 – partial payment on billing/to TRA
- Task 17 - \$7,040 – partial payment on billing/to Berk & Assoc.
- Expenses: \$75
- **Total: \$51,646**

**Payment is not approved for:**

- Task 3 - \$9,525 so that \$4,677 remains to cover contingencies noted in Inventory, Terminal Building and Final Documentation tasks. The difference between TRA's billing and the contingency, \$4,848, is not approved.
- Task 4 - \$5,963 until it is confirmed that the Airport has not previously paid on this Gering invoice

- Task 10 - \$152 until task product is delivered
- Task 11 - \$330 since remainder of task and budget will be fulfilled by BDC
- Task 15 - \$2,090 so that the total paid out is equal to seven percent of the total budget.
- Task 16 - \$110 so that approximately \$12,410 is retained in the budget to carry forward
- Task 17 - \$226 since coordination for this task is budgeted in Task 3
- **Total: \$18,396**

**On Invoice 23, the following items are approved for payment:**

- Task 7 - \$5,600 – partial payment/to Gambrell Urban
- Task 8 - \$21,176
- Task 16 - \$902 – partial payment/to Kato & Warren
- Task 17 - \$945 – partial payment/to Berk & Assoc.
- Expenses: \$157
- **Total: \$28,780**

**Payment is not approved for:**

- Task 3 - \$3,080 since it would exceed contingency for the task budget
- Task 7 - \$679 since coordination was budgeted in Task 3
- Task 10 - \$1,184 until product is finalized
- Task 15 - \$2,707 since this would exceed the percentage of work completed on the task
- Task 16 - \$246 since there is no supporting documentation for this billing
- Task 17 - \$1,788 since coordination was budgeted in Task 3
- **Total: \$9,684**

The total approved amount for Invoices 19-23 is \$123,736. The remainder, \$45,586, is not approved at this time, but up to approximately \$23,000 would be approved for payment upon satisfactory completion of the points noted above.

I have broken out some of the larger tasks by invoice as further clarification.

Task #	Revised Task Budget	Billed to Date (as of Invoice 18)	Invoice #	Billed	To Be Paid	Remaining Budget
3 – Coordination	\$ 99,563	\$60,004	19	\$4 ,831	\$0	\$39,559
			20	\$2,675	\$0	\$39,559
			21	\$1,132	\$0	\$39,559
			22	\$34,407	\$24,882	\$14,677
			23	\$3,080	\$0	\$14,677*

\*retains \$10,000 to carry forward for work remaining in the demand/capacity tasks, and retains a contingency of \$2,382 for Inventory, \$1,325 for Terminal design task, and \$870 for Final Documentation. \$4,677 returns to TRA upon confirmation of receipt of inventory, terminal design and final documentation products.

8 - Noise Analysis	\$104,334	\$52,489	19	\$5,205	\$5,205	\$46,640
			20	\$2,279	\$2,279	\$44,361
			21	\$291	\$291	\$44,070
			22	\$0		
			23	\$21,176	\$21,176	\$22,894*

\*final billings by TRA in this task cannot exceed \$19,894 so as to retain \$3,000 in budget to carry forward to BDC.

13 - Alternatives Evaluation	\$55,668	\$25,867	19	\$2,758	\$2,709	\$27,092
			20	\$0	\$0	\$27,092
			21	\$2,175	\$2,175	\$24,917
			22	\$649	\$649	\$24,268
			23	\$0	\$0	\$24,268*

\*final billings by TRA in this task cannot exceed \$18,701 so as to retain \$5,567 in budget to carry forward to BDC.

16 - Environmental Analysis	\$49,640	\$25,817	19	\$6,454	\$5,795	\$18,028
			20	\$0	\$0	\$18,028
			21	\$6,000	\$6,000	\$12,028
			22	\$110	\$0	\$12,028
			23	\$1,148	\$0	\$12,028*

\*leaves close to 25% of budget, \$12,410, as remainder to carry forward to BDC.